



INDIANA EARLY LEARNING ADVISORY COMMITTEE

Family Engagement Workgroup

Meeting Minutes Summary

April 17, 2015

MEMBERS

Kevin Bain

Melanie Brizzi

Charlie Geier

Beckie Minglin

Tammy Veselsky

Alonzo Weems

ADVISORY MEMBERS

John Burnett

Connie Sherman

Attendees: Debbie Beeler, Christine Whitmire, Kyle Wehmann, Amanda Lopez, Mindy Bennett, Jenni Mohr, Jim Cohen, Michael Conn-Powers, Anita Allison, Jackie Garvey, John Peirce

Key Topics Discussed:

- Chris Whitmire announced that Keith Reissaus has resigned as co-chair. The goal is to have a new co-chair by the next workgroup meeting and most likely a current workgroup member.
- Reviewed the draft family engagement (FE) outcomes that Michael wrote and Jen Drake, John Pierce, and Deanna Wilkerson reviewed.
- Members agreed that with the FE Framework, we do want to change provider behaviors (i.e., outcomes) and the current system, so it seems appropriate to add outcomes for providers.
- As a result, members suggested modifying the FE Outcomes to add 2 new columns of outcomes. One for Providers and one for Child. Then it is aligning the FE work with improving kindergarten readiness for children (i.e., a logic model).
 - Behavioral changes in families (FE outcomes) are what we have now, but there is a progression that will start with provider outcomes and end with child outcomes.
- Members reviewed the draft FE descriptions of the four levels developed by Katie and reviewed by Jackie, Meghan and Wylie.
- Members agreed to remove the language referring to PTQ and just focus on defining what these levels mean for FE. New language / key priorities for each level was identified and will be shared back with the subcommittee to revise.
- Discussed the training and technical assistance that will need to be provided to the coaches and intermediaries to support programs' understanding the FE Toolkit.
- John Peirce discussed a capacity grant proposal to provide multi-media FE trainings for provider staff in his area of the state (Allen County; NE Indiana):
- Discussed spotlighting providers around the state that are doing great FE work other providers can model.
- Update on Self Assessment: Katie and Jackie took a stab at updating language; Katie took the 7 FE goals and consolidated into the 4 Educare domains of practice; 19 indicators coded by color.

Key Questions Raised:

1. How do the policymakers and other stakeholders we are "answering to" want to see FE measured?
2. Will we create different roadmaps to help programs implement FE depending



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on their PTQ level?

3. Can we find a day this summer where coaches will meet for training, and we could get “toolkit rollout” on their agenda? Education Coordinators have quarterly meetings.

Action Steps:

1. **Workgroup Timeline:** Chris will work with new co-chair (next month) on a revised timeline for the workgroup’s high-level project plan.
2. **FE Outcomes:** John Peirce and Jackie Garvey agreed to take first stab at new FE outcomes document (based on the revisions discussed) during the first week of May. Amanda will give John/Jackie the ELAC identified child outcomes to include in the revisions. Then the revised version will be shared with the workgroup one week prior to the next meeting by May 8th.
3. **FE Level Descriptions:** Michael Conn-Powers agreed to revise the leveling descriptions based on workgroup feedback and share with the subgroup (Anita, Jenni, Deanna, Jen D, and Wylie) for feedback. Then the revised version will be shared with the workgroup one week prior to the next meeting by May 8th.
4. **FE Self-Assessment Indicators:** Katie Herron will upload the revised FE Self-Assessment to Wiggio by April 22nd. Jackie and Katie will provide context for the assignment. Workgroup members will have two weeks to review the self-assessment and provide feedback. Then Katie will make recommended edits and have a revised self-assessment to share by the next workgroup meeting on May 15th.
5. **FE Training and Technical Assistance:** Amanda will follow-up with IACCRR and IAEYC about inviting two coaches and at least one Education Coordinator to attend the next workgroup meeting for input on finalizing the toolkit and discussing the T/TA to be provided. Amanda will contact Melanie to plug the FE toolkit rollout during her meeting with coaches on April 20th.
6. **FE Visual:** Chris will follow-up with Meghan about a graphic design for the FE Framework before the next meeting on May 15th and potentially have a draft to share with the workgroup.
7. **ELI Partnership:** Michael agreed to present his work and recommendations with ELI to this workgroup, pending confirmation from ELI that is okay.

Next Meeting: Friday, May 15th, 12-2 pm

Location: Early Learning Indiana Offices at 615 N. Alabama Street, Suite 300
Indianapolis, IN 46204.